

<b>Shipping and Receiving Document for Communications Equipment</b>			
Property Tag:	Shipped From:	Type of Action: Receipt: <input type="checkbox"/> Custody Receipt: <input type="checkbox"/> Transfer <input type="checkbox"/>	
Document Number	Shipped To:		
FX Number	Serial Number	Model	Property Owner:
Source	Make		Cost:
Noun	Description		Record Number:
Remarks:			
<b>Certificate for Receipt by Unit</b>			
I certify that the property listed is _____ property, that it will be safeguarded and maintained, and be used for CAP activities only. The undersigned officer does hereby accept accountability for the above property.			
Name and grade of Receiving Officer:		SIGNATURE	Date
<b>For Issues to Individuals</b>			
In accepting custody of the above-described property, it is agreed that _____ retains all legal title to same. It is further agreed that said property will be returned to the issuing officer or his/her designee on demand by the issuing officer. Any additions or improvements to said property shall become part thereof and belong to			
Name and grade of Issuing Officer:		SIGNATURE	Date
Name of Individual:		SIGNATURE	Date
<b>Annual Validation</b>			
Validating Officer's Signature:		Date	Individual's Signature: _____